

## Agenda

- Call to Order
- Calling of roll and certifying of proxies
- Welcome
- Presentation of Annual Report
- Director Reports
- Q & A
- Adjourn





### 2022 Town Council

John Ahrens President

Brad Shafer, Vice President

Stephanie Wright, Treasurer (April-December)

Garry Stanislaw, Recording Secretary

Ryan Luke, Director

Jeffrey Mousseau, Treasurer (January-April)

#### HSTA Staff

Lisa Ahrens, Town Manager

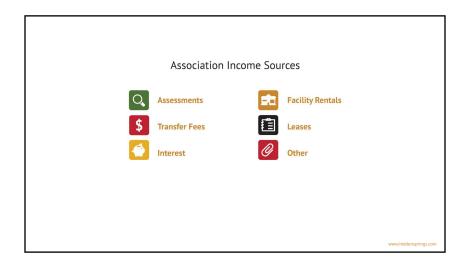
Pam Peters, Assistant Town Manager

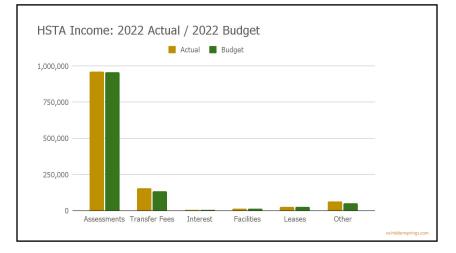
Scott Alexander, Site Supervisor

Lauren Zittle, Town Coordinator

#### 2022 HSTA Income

- \$1,225,316 Actual + December Forecast
- 0% fee increase for 2022 from 2021
- Delinquent HOA fee balance \$28,055 (as of 11/30/22)



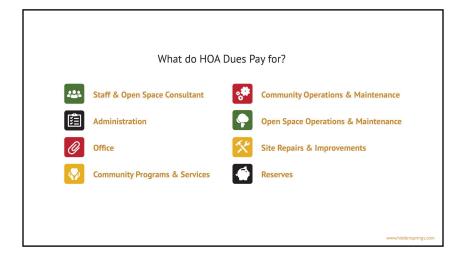


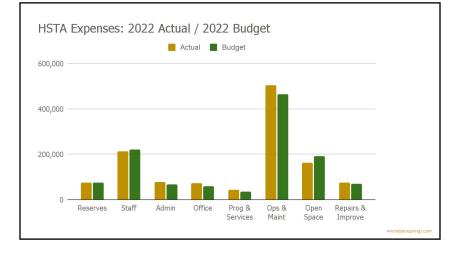
## Income Detail (Jan-Nov Actuals/Dec Forecast)

ACCOUNTS	DESCRIPTION	ACTUAL	BUDGET
Assessments	\$276 per lot per quarter.	\$961,406	\$957,242
Transfer Fees	1/2 of 1% of the gross selling price. 34 homes transferred owners as of 12/5/2022 with 2 sales pending.	\$156,484	\$135,000
Interest	Interest income is from FDIC insured investments with CIT Accounts, ID Trust CDs, Raymond James Investment Accounts and interest charged on delinquent accounts.	\$4,420	\$4,148
Facilities	Clubhouse and Barn rental income (offsets a portion of the maintenance costs) 40 Barn (11 Weddings) and 71 Clubhouse.	\$15,377	\$16,000

## Income Detail (Jan-Nov Actuals/Dec Forecast)

ACCOUNTS	DESCRIPTION	ACTUAL	BUDGET
Leases	CTC and Cell Tower Leases. Association leases land to CTC and SBA Communications (Agreements date back to the Developer of Hidden Springs).	\$25,106	\$25,014
Other	HSSC Oversight, Set Up Fees, Late Fees, Legal Fee Reimbursement, Misc. HSSC project management and administration; new owner set up; late fees, reimbursement of legal fees; miscellaneous income (i.e. access card replacement, mailbox lock & key sets etc.)	\$60,948	\$52,134
TOTAL		\$1,213,655	\$1,189,538





	ACCOUNTS	DESCRIPTION	ACTUAL	BUDGET
	Reserves	Savings for future capital expenses. Reserve Study recommendation was \$140K however Town Council elected to keep contribution lower to avoid an HOA Assessment increase in 2022.	\$75,648	\$75,648
<u>.</u>	Staff	Payroll, Payroll Taxes, ADP Service, Workers Compensation Insurance, Open Space Manager.	\$211,647	\$221,298
	Admin	AMI Accounting Fee, Insurance, Tax Preparation, Financial Review, Legal Fees, Supplies, Printing and Postage. Actual higher than plan due to legal fees to review agreements, easements and governing documents and increased costs for insurance, supplies and postage.	\$77,296	\$68,116

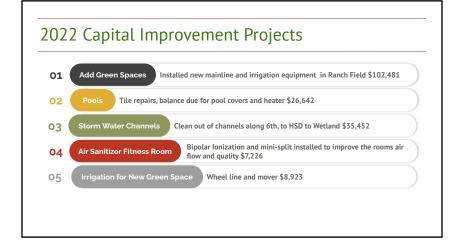
## Expense Detail (Jan-Nov Actuals/Dec Forecast)

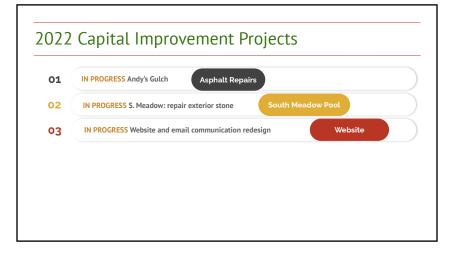
	ACCOUNTS	DESCRIPTION	ACTUAL	BUDGET
Ø	Office	Town Office and Postal Room Leases, Phones, Internet, Copier, Office Equipment and Furniture. Actual higher than plan due to more than budgeted property tax increase for Office/Mail Room leased spaces and higher than planned office equipment costs.	\$72,255	\$59,537
<b>~</b>	Community Programs & Services	Events, Programs, Website, Event and Program Sponsorships (Hidden Springs Library). Actual higher than plan due to increased costs for bands, portable toilets and wash stations and event insurance. Cartwright Ranch Town Association contributes to the cost of events with an Event Sponsorship Contribution.	\$44,035	\$36,415

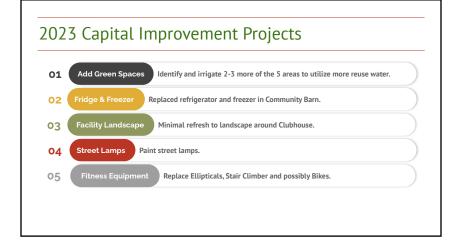
	ACCOUNTS	DESCRIPTION	ACTUAL	BUDGET
<b>,*</b>	Operations & Maintenance	Subcontracted Landscape, Streetlight Repairs, Snow Removal, Utilities (Water, Power, Gas, Trash, Cable), Pest Control, Vehicles, Heavy Equipment Maintenance, Tools, Light Equipment Maintenance, Chemicals, Supplies, Fuel, Landfill Fees, Fitness Equipment Inspection and Service, Facility Cleaning, Janitorial Supplies, Pool Service, Pool Supplies, Access Control and Cameras. Actual higher than plan due increased costs for services and supplies.	\$502,826	\$465,163
P	Open Space	Operations and Maintenance, Repairs, Farm, Agricultural Fields, Vehicles, Equipment, Chemicals, Trails. With fewer repairs and improvements, actual less than plan.	\$161,788	\$191,192

## Expense Detail (Jan-Nov Actuals/Dec Forecast)

	ACCOUNTS	DESCRIPTION	ACTUAL	BUDGET
*	Site Repairs & Improvements	Buildings, Structures, Fences, Trails, Facilities, Parks, Clubhouse, Fitness Center, Pools, Irrigation System, Trees, Other Plantings. Actual higher than plan due to repairs at the Community Barn, Pools, irrigation replacement part expenses and tree removal due to May snow storm.	\$75,376	\$70,788
	TOTAL		\$1,220,871	\$1,188,199









#### Purpose of a Reserve Fund

- North Star Reserves conducted a Reserve Study in 2021 to forecast the Association Company's ability to repair or replace major components in future years.
- The Study included an on-site inspection, life and valuation assessment with projections for fund status and a recommended funding plan. The inspection included items that have a remaining useful life of <30 years and typically a value >\$1,000.
- The "Cash Flow Method" was used to develop the reserve funding plan where the contributions to the reserve fund are designed to offset the variable annual expenditures.
- Reserves are funded by planned budget contributions and annual excess carryover.



#### Reserve Study Assessment

- Based on the 30 year cash flow projection, with a 3.5% inflation rate and planning for 50% threshold funding, the Association reserves are adequately funded with modest contribution increases needed every 3 years.
- Annual Reserve Study Review with North Star Reserves prior to budget preparation to make sure the Association is tracking according to the funding model.
- Association Members may request a Reserve Study Summary from the Town Office for both Hidden Springs Town Association and the Sewer Company.

			Percer	t Funded - (	Cash Flow -	Annual				
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
100% Funded	1,376,910	1,622,047	1,147,577	1,306,683	1,242,530	1,292,406	1,412,552	1,466,011	1,529,274	1,649,95
Percent Funded	95.38%	80.45%	60.91%	57.82%	46.28%	45.08%	46.68%	46.10%	48.28%	51.579
Begin Balance	1,313,260	1,304,934	699,018	755,553	575,071	582,571	659,373	675,846	738,405	850,87
Contribution	108,000	156,000	156,000	156,000	234,000	234,000	234,000	269,100	269,100	269,10
Average Per Unit	125	181	181	181	272	272	272	313	313	31
Percent Change	0.00%	44.44%	0.00%	0.00%	50.00%	0.00%	0.00%	15.00%	0.00%	0.009
Special Assessment	0	0	0	0	0	0	0	0	0	
Interest	0	0	0	0	0	0	0	0	0	
Less Tax on Interest	0	0	0	0	0	0	0	0	0	1
Net Interest	0	0	0	0	0	0	0	0	0	8
Less Expenditures	116,325	761,915	99,464	336,482	226,499	157,198	217,527	206,541	156,626	163,583
Less Deferred Expenditur	0	0	0	0	0	0	0	0	0	(
Ending Balance	1,304,934	699,018	755,553	575,071	582,571	659,373	675,846	738,405	850,878	956,39

#### Financial Update to the Reserve Study

- The recommended contribution to reserves for 2023 is \$108,000 with an increase to \$156,000 for 2024-2026.
- The Association is committed to conducting an annual financial update to the 2021 Reserve Study to make sure the Association continues to track according to the funding model.
- An Association Reserve Study Summary is available and can be requested from the Town Office.



#### HOA Assessments (aka Dues)

Originally, faced with a 27.5% increase the HSTA Staff and Town Council made some adjustments lowering it to 19% while maintaining operations, repairs, improvements, and replacements at a level and standard residents expect and enjoy.

 Increased rental fees for facilities to help offsite utilities and maintenance. Clubhouse rental increased \$5, Community Barn Non-Wedding increased \$25 and Community Barn Weddings increased \$500 for 3-day Rental.

#### HOA Assessments (aka Dues)

• To keep the 2023 increase as low as possible, the contribution to reserves is 50% less than start of original 2021 Reserve Study vs. the start of the 2023 financial update by North Star.

Making this reduction, the following projects have been put on hold, Fitness Room Expansion, Clubhouse Rehab and instead of adding 5 additional green spaces, only 2-3 will be done in 2023. The remaining will be added in 2024 and 2025 depending on build out of Cartwright Ranch.

#### HOA Assessments (aka Dues)

- Reduce Clubhouse restroom and fitness room touch surface clean from 3x to 1x a week (change from 0-3 in 2020 due to COVID).
- Subcontracted Landscape additional costs changed from 1% to .5% increase for tasks in addition to Hopkins regularly contracted services.
- Staff salary reduction.

#### 2022 HSTA Expenses

- \$1,220,871 Actual + December Forecast Operating
- Capital Reserve Expenses \$180,724 Reserves

## HOA Assessments (aka Dues)

	2023	2022	2021
QTR HOA Assessment	\$328.50	\$276	\$276
QTR Sewer Assessment	\$173.50	\$170	\$154
QTR Total	\$502	\$446	\$430
Annual Assessment Total	\$2008	\$1784	\$1720

Refer to the HSTA Expense Detail for how income is applied to the daily operational expenses of the community.





#### Communication

• Updated email communication platform for Newsletter and Community Information distribution.

• Exploring SMS texting platform to push out simple reminders and/or remind residents to check the website for updated information.



VIEW OUR DECEMBER CALENDAR



#### CC&R Enforcement

- CC&R Enforcement is required by the governing documents.
- Governing documents are the legal documents everyone accepted and signed when purchasing their home in Hidden Springs. The Bylaws, the Master Declaration of Covenants, Conditions & Restrictions (CC&Rs) and Residential Design Guidelines (RDG) detail the responsibilities and obligations of all members, residents, Town Council and staff.
- The Association's CC&R enforcement procedure has been updated in accordance with the new Idaho Code 55-3201 which went into effect 7/1/22.



#### CC&R Enforcement Procedure

- Procedure change due to revised legislation
  - If no attempt at correction is made within the second seven (7) day period, a written notice will be sent to the homeowner, 30 days prior by certified mail, requesting attendance at a regular Town Council meeting to discuss the issue.
    - At the meeting, the Town Council may vote to refer the matter to the HOA attorney who will issue a Second Covenant Infraction Notice with the cost of the attorney billed to the owner's HOA account.

#### Amending Governing Documents

- The documents can be amended.
- For any proposed amendment, the change must be voted on at an annual or special meeting where quorum is present (%), either (in person or by proxy), and must receive a majority affirmative vote. Refer to Bylaw Section 7, CC&R 3.11 and Idaho Non Profit Corporations Act.
- General Review of the governing documents followed by amending the documents to remove discrepancies, conflicts with existing legislation and update(s) based on the determined needs and goals of the community has been recommended and should be considered.









#### Town Design Review Board (TDRB)

Cindy Barney, Designer

Robert Powell, Architect

Jared Schmidt, Architect

Kent Adamson, Civil Engineer (formerly Barry Semple)

Open Position, Landscape Architect & Urban Design

Greg Ugrin, Architect

#### Lot Improvements

- ALL proposed exterior changes to home and landscaping must be reviewed and approved by the TDRB per the governing documents, Residential Design Guidelines, Section 5.0 and Master Declaration of Covenants, Conditions & Restrictions 6.1 and 10.47.
- This is not a new process or procedure and has been a requirement since the governing documents were drafted in 1997.
- The Town Design Review Board meets monthly.
- Review dates, checklist and submittal forms can be found on the website and/or emailed upon request.

#### Xeriscape Guidelines for Front and Back Yards

The TDRB is supportive of water conservation and landscape plans to reduce the ratio of lawn to shrub beds and/or a xeriscape design for front and back yards provided the plans meet the requirements in the Residential Design Guidelines.

In response to water conservation recommendations from Veolia and resident interest, the TDRB is in the process of identifying a Landscape Architect to prepare Xeriscape guidelines to provide direction on how to integrate with existing and neighboring landscape, subsurface preparation, drainage, ground coverings and plantings to help residents modify their yards.

The Board is focused on having guidelines to share Spring 2023.

#### Open Space Committee (OSC)

Committee Chair Chuck Vertrees

Open Space Consultant Charles Baun, ECS-Services

Appointed Members Dan Anderson Kim Lyons Kahle Becker Clint McCaleb Dave Irving Eddy Petranek William Junk Tae Swoboda





#### Charles Baun - Environmental Conservation Services Inc.

- Open Space Management for Dry Creek Ranch, Avimor and Cartwright Ranch
- Master's degree from the University of Idaho in Natural Resources Management with an emphasis in Disturbance Ecology and Environmental Policy and Economics.
- Focused on natural and development-related resource issues and policies affecting southwestern Idaho (Ada, Canyon, Elmore, and Owyhee Counties)
- Conservation Branch Manager for the Idaho Army National Guard supporting the Guard's mission for the last 10 years.
- Started Environmental Conservation Services Inc., a small environmental consulting firm, in 2006 working with municipal, state, and federal agencies, as well as private developers, conservation organizations, and a number of resource user groups.

#### **Open Space Update**

- South Trail Reroute (finished Spring 2023)
- Firewise Certificate renewal
- Tree clean up and seeding due to damage from May snow storm
- Noxious Weed Mitigation
- Events
  - Community Clean Up & Trail Maintenance
  - ⇔ Wildfire Preparedness Day
  - Great Outdoors of Hidden Springs
- Bike Park safety improvements



#### Community Farm 2022

- Lyndsey Mulherin, Whistlepig Farms, planned and managed crops
- Continued with the "Share the Work, Share the Harvest" volunteer program for crop care
- Farm stand with produce available to purchase
- Farm specific events

The success of the community farm is dependent on volunteers! Watch for more details on how you can get involved with the farm in 2023!



### Memorial Garden

- The Memorial Garden is managed and cared for by a team of volunteers passionate about beautiful blooms!
  - Patricia Caskey Jacquelyn Courtney Cheryl Cook Teresa Day Diane Meador Susan & Chuck Porter

- For more information about the garden or to volunteer contact the Town Office.

## Volunteers Take on Projects

- Tim and Linda Corcoran and Sharon Cauchi Painting Fire Hydrants
- Garry Stanislaw and Sharon Cauchi -Staining trash enclosure at the Wastewater Treatment Facility.
- John Ahrens assembling benches, trash cans and welding broken picnic tables.
- Steve Clay for setting up and managing the ice-rink.



#### **Event Volunteers**

- Thank to the 100+ residents who volunteered to make our community events possible.
- A special thank you to the Cruisin' Hidden Springs Car Show Committee, Sydni Gwinn and John Ahrens for dedicating 6 months every year and countless volunteer hours making this annual event possible.



• The Association couldn't have hosted the events without you!

	Hours
TDRB	275
Rose Garden	350
Open Space	450
Bike Area	150
Farm	560
Events	450
Projects	200
Town Council	825

### THANK YOU! THANK YOU! THANK YOU!

# 3260 hrs = \$130,664

Thanks to neighbors willing to volunteer! The community benefits in so many ways and saves everyone money (\$152 per lot per year).

Tasks performed by volunteers would otherwise require the Association to hire a contractor, hire additional employees or not get done.

#### Service Partners

ACCO AME Electric Butte Fence Inc. Association Management Inc. Room with a View Country Linen Service Done Rite Tree Company Gym Outfitters Hopkins Evergreens Impact Pest Control Intelligent Design Mechanical ECS-Services Master Rooter Mountain Waterworks Engineering OMCS PEAK Alarm Pool Doctor Rocky Mountain Electric Sister Sweepers TruGreen Whistlepig Farms

### Other Community Non-Profits

Hidden Springs Town Association invites the Hidden Springs Swim Club and the Dry Creek Historical Society to contribute to the Annual Report to bring community awareness to the swim program and the historic farmstead nestled in the center of our community.

While separate non-profits from the Association, both are integral components to the neighborhood!





#### Looking Back at 2022...

- Closed out our 14<sup>th</sup> year hosting guests
- · Consistently around 150 active members, with a high of 175 for a few months · Garden volunteers did a great job on the
- Farmstead grounds · Continued development of social media
- outreach and on-line merchandise
- BSD 3<sup>rd</sup> grade class tours Over 500 visitors in Spring & Fall
- DCHS membership drive/packet drop on all front porches in Hidden Springs, Cartwright Ranch & Dry Creek Ranch
- Donations: Dry Creek School Clock, Butter Churn, Top Hat & Antique Books
- Creation of History Hike leader guides
- Original research for the Newsletter



- · Exterior security system & motion lights installed around Farmhouse
- Sprinkler/Drip Line system installed BSU Construction Management Woodshed Restoration finished
- Schick Barn restoration continued lead by Frank Eld - interior work & working on educational displays Maintenance of Farmstead
- continued, street signs installed, goat pen work, porta potty electric

Seed Planting Workshop – NEW for

- Garden Tea Party NEW for 2022
- Old Time Farm Day
- Bake Sale at Hidden Springs Cruisin' Car . Show & Concert
- Front Porch Concerts
- History Hike for Members Volunteer Appreciation Luncheon
- ٠ Private Tours
- Eagle Plein Art Festival location October
- Santa and Mrs. Claus in Farmhouse



#### ...and Forward to 2023

#### Major Accomplishments:

- Virtual Farmstead School Program NEW for Spring 2023
- Potential BSU Interns NEW for 2023
- · Install plaques & markers on historical locations
- Increased advertising on events & Farmstead
- Capital Raising Event/Sponsors .
- BSD 3rd grade school tours in Spring & Fall Classroom Visit Program: Stories of Life on .
- the Farmstead in the Late 1800's with Mary Schick - NEW for 2023



#### **Hosted Events** Seed Planting Workshop

- Garden Tea Party Old Time Farm Day
- Bake Sale at Hidden Springs Cruisin' Car Show & Concert
- Front Porch Concerts
- · History Hikes for Members
- Volunteer Appreciation Luncheon
- Private Tours
- Eagle Plein Art Festival location October

Schick Barn Restoration &

Continued Maintenance of

Paint Farmhouse

Farmstead

educational displays created

Sheep Farmstead Wagon restoration

Santa and Mrs. Claus in Farmhouse

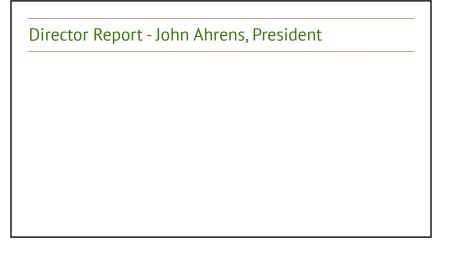






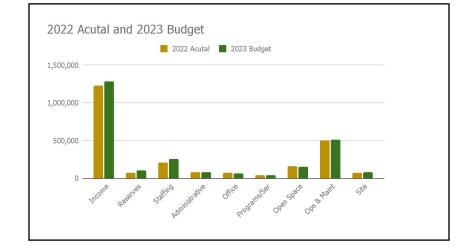


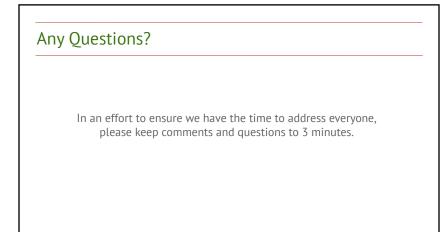


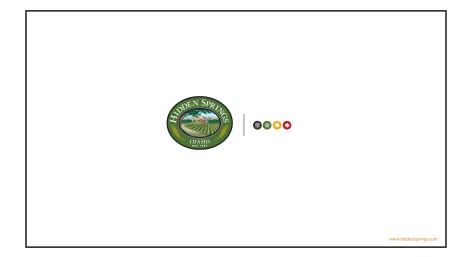


	jht, Treasure	

		Preliminary				
Asset Accounts	Description	Nov '22	Nov '21	YoY	Oct '22	MoM
	Hidden Sprin	gs Town Associat	ion			
Operating	CIT 0780	\$ 158,997	427,693	-63%	\$ 337,906	-53%
Reserves	CIT Reserves 6970	169,632	-		166,269	2%
Investment	Idaho Trust Money Market - (4019)	204,623	204,556	0%	204,623	0%
Investment	Raymond James (6207)	273,295	843,374	-68%	472,964	-42%
Investment	Goldman Sachs CD 7/12/2023 0.4500%	97,320		-	97,486	0%
Investment	State Bk India CD 8/30/2023 0.4000%	72,525		-	72,647	0%
Investment	First Republic Bk CD 10/6/2023 4.0000%	199,058	23	<u>0</u>	200,000	0%
Investment	United Bankers Bk CD 3/14/2024 4.1500%	198,788	2	2	-	-
	Total	\$ 1,374,236.68	\$ 1,475,622.30	-7%	\$ 1,551,893.86	-11%
		YTD Nov '22	YTD Nov '21	YoY		
	Total Income	YTD Nov '22 1,101,497	YTD Nov '21 1,213,400	<b>YoY</b> -9%		
	Total Income Total Expenses					
		1,101,497	1,213,400 1,128,416	-9%		
	Total Expenses	1,101,497 1,107,539	1,213,400 1,128,416	-9% -2%		
	Total Expenses	1,101,497 1,107,539 \$ (6,042)	1,213,400 1,128,416 \$ 84,984	-9% -2% <b>-107%</b>		
	Total Expenses Net Income (Loss)	1,101,497 1,107,539 \$ (6,042) MTD Nov '22	1,213,400 1,128,416 \$ 84,984 MTD Nov '21	-9% -2% -107% MoM		









Resale	Rental
34/2 pending	57*
58	62*
51	60*
47	54*
85	56*
71	60*
73	68*
80	90*

## Exhibit B1: Assessment History (2022-2017)

	2023	2022	2021	2020	2019	2018
HOA Assessment	\$328.50	\$276	\$276	\$258	\$253.75	\$253.75
	\$173.50	\$170	\$154	\$141	\$131.75	\$123
TOTAL Qtr	\$502	\$466	\$430	\$399	\$385.50	\$376.75
	\$2008	\$1784	\$1720	\$1596	\$1542	\$1507
	13%	4%	8%	4%	2%	3%
	\$224	\$64	\$124	\$54	\$35	\$37

	2017	2016	2015	2014	2013	2012	2011
HOA Assessment	\$247.50	\$247.50	\$225	\$225	\$225	\$225	\$225
	\$120	\$115.50	\$115.50	\$115.50	\$115.50	\$115.50	\$115.50
TOTAL Qtr	\$367.50	\$363	\$340.50	\$340.50	\$340.50	\$340.50	\$340.50
	\$1470	\$1452	\$1362	\$1362	\$1362	\$1362	\$1362
	1%	7%	0%	0%	0%	0%	0%
	\$18	\$90	\$0	\$0	\$0	\$0	\$0

## Exhibit B3: Assessment History (2009-2004)

	2010	2009	2008	2007	2006	2005	2004
HOA Assessment	\$225	\$225	\$210	\$210	\$195	\$189	\$189
	\$115.50	\$115.50	\$99	\$99	\$90	\$90	\$90
TOTAL Qtr	\$340.50	\$340.50	\$309	\$309	\$285	\$279	\$279
	\$1362	\$1362	\$1296	\$1236	\$1140	\$1116	\$1116
	5%	5%	0%	8%	2%	0%	_
	\$16.50	\$15	\$0	\$24	\$6	\$0	_

	2022	2021	2020	2019	2018	2017	2016
Members	859	859	859	859	859	859	859
	102	364	481	545	549	406	233
	40	67	27	42	41	54	50
Clubhouse Rentals	71	20	9	67	52	56	64
	126	112	79	77	67	74	61

## Exhibit C2: Most Popular CC&R Violations

33	Yard Maintenance
31	Trash cans visible
18	Trailers, Boats, RVs and inoperable vehicles
3	Unapproved signs, flags or flagpoles, holiday lights
4	Improvement without TDRB Approval
3	Fencing Repair
6	Other (unsightly, rubbish, debris, noise)
5	Animals
102	TOTAL

	2022	2021	2020	2019	2018	2017	2016
CH Pool Days Open	120	122	97	110	119	99	136
	120	129	88	115	119	99	136
	0	110	99	125	132	110	104
	3	2	0	2	4	9	0
	2	4	2	2	2	7	10



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Questions regarding content may be directed to the Town Council (towncouncil@hiddensprings.com) or to the Town Manager (hsta@hiddensprings.com)